



TOWN OF WEST HARTFORD

Community Planning & Physical Services Committee
Town Hall, 50 South Main Street, Room 312

March 28, 2018

8:00 AM

MINUTES

In attendance: Ben Wenograd (Chair), Chris Barnes, Shari Cantor (phone), Beth Kerrigan (phone), Matt Hart, Peter Privatera, Elizabeth Hewitt, John Phillips, Kim Holden, Mark McGovern and Duane Martin.

1. Call to Order: 8:00 am
2. Staff Reports/Communications: None
3. Budget Review

Based on the completion of the last committee meeting, the meeting started with Community Development's operating budget, followed by a review of the CIP. Mr. McGovern identified the operating divisions in Community Development and reviewed recent accomplishments and goals and objectives for FY19. The proposed budget includes a 12.8% decrease in revenue and a 3.1% decrease in expenditures.

Management Division: The reduction in expenses is the result of the Public Relations Specialist being transferred to the Town Manager's office.

Engineering Division: Permit revenue is down due to fewer, planned MDC projects. Required MS4 storm water testing in the amount of \$70,000 impacted expenses. This line item will increase in future years.

Building Inspection Division: Permit revenue has been lowered from \$1.6 million in FY18 to a proposed amount of \$1.4 million based on expected construction activity. A new line item, Emergency Supplies, and \$5,000 has been added to address problem properties that could require, boarding, locks and/or fencing.

Planning and Zoning: Revenue is proposed to be slightly lower than FY18 and expenses are down 8.1%. The Asst. Zoning Enforcement Officer position is proposed to be held vacant until 1/1/19. The Chair asked if this is a position that could be shared with another municipality. Staff replied that it would be challenging due to municipal specific zoning regulations as opposed to state codes.

Housing Rehabilitation: Ms. Hewitt reviewed Community Development Block Grant (CDBG) funding from the federal government. The award for FY19 is still unknown so budgeting is done based on the FY18 award. The Housing Rehab program is CDBG funded and projected expenditures were reviewed.

The Committee turned its attention to the CIP.

Mr. Phillips reviewed proposals for FY19, FY20 and FY21. The requested amount of \$510,000 is a consistent funding amount for rolling stock, which includes large mowers, trucks, trailers, etc. A similar request is made for FY20 for rolling stock. This second year also includes a \$2.5 million request to modernize the Recycling Center. Mr. Phillips provided an update on the study that's been completed, the incinerator building's current condition and the need to demolish and remediate the site. The FY21 includes a consistent funding amount for rolling stock.

Mr. McGovern and Mr. Martin reviewed the proposal for the Transportation section of the CIP. The FY19 total of \$4,081,000 is a significant reduction because funding for the Park/84 project is no longer listed as it was fully funded in previous years. For FY19, Arterial and Neighborhood Street Reconstruction was discussed. The Pedestrian and Bicycle Management line has been reduced and does not contain funding for a stand-alone sidewalk project on Still Road. Storm Water Management and Traffic System Management were reduced over previous levels and Street Resurfacing will utilize \$792,000 of State grant funding.

Proposed funding levels for FY20 were similar to FY19. Grant funds for Street Resurfacing were reduced and rely on additional bond funds. Also, bond funds are needed for a new Traffic Signal at New Park and Talcott. The Town aims to replace a Traffic Signal every other year.

FY21 proposes similar funding levels for Arterial Streets, Neighborhood Streets and Street Resurfacing. Storm Water Management is up to \$870,000 due to a need to re-line pipes in the Center. This year also has two new projects. \$850,000 is proposed to improve vehicle access to King Phillip Middle School (still being evaluated) and \$1,200,000 is needed to match state funding of \$3,000,000 to replace the Fern Street Bridge near Fernridge Park.

4. Discussion of Proposed Budget/Council Questions

The potential for a shared Asst. Zoning Enforcement Officer will be reviewed.

5. Adjournment: 8:57